

**Village of Brewster  
Planning Board Meeting Minutes  
June 30, 2020**

**BOARD MEMBERS IN ATTENDANCE:**

Rick Lowell, Chairman  
Janet Ward, Vice Chairperson  
Katy New  
George Gaspar, Village Board Liaison  
Greg Folchetti, Attorney - Costello & Folchetti

**BOARD MEMBERS ABSENT:**

Marti Foster – recused due to potential conflict of interest  
David Kulo

Chairman Lowell led the Board in the Pledge of Allegiance, whereupon the proceedings were called to order at 7:40pm.

**REGULAR MEETING:**

Chairman Lowell made a motion to open the regular meeting. This was seconded by Boardmember New and passed unanimously.

**LONGVIEW SCHOOL – 571 North Main Street:**

Mr. Nixon reviewed the Site Plans stating there were a number of uses at this location previously and now the change of use would be for a school. He said the building is approximately 9500 sq. ft. on just a little over one-acre parcel. The Zoning chart in the Site Plan makes clear that there are non-conformities with regard to zoning. He said we have more than enough parking for the anticipated occupancy at this time with 30 parking spaces. If and when the time comes that the school grows beyond that, he said, my suggestion would be that it be addressed at that time by the Village. Regarding the lighting, most of what we need is already existing, he said. The fixtures in the parking lot have been there for some time and something we are all accustomed to, he said, and is called a shoebox.

Chairman Lowell said regarding the parking and the growth of the school it is possible that the school may expand to approximately 50 sometime in the future. Mr. Jacobs said we believe that the parking is comfortable for 50 students, but if we were to exceed that we feel it would be appropriate to come back to Planning and re-evaluate. Chairman Lowell said what is the ratio of students to teachers. Mr. Jacobs said we are a very small school and even with 50 students we would be extremely small for that size building. He said we have 12 staff but only 7 full time staff so the other staff are in and out on different days. Chairman Lowell said I think we should figure out a number at which point you should come back to us in the event that you start to exceed.

Boardmember Ward said on a regular day your parking exceeds your needs, but when there are events such as graduation, recitals, concerts, etc. what has been your parking requirements in the past. Mr. Jacobs said currently we have 18 spots and it's been sufficient so far. He said we had one of our biggest graduating classes this year from

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high school and that was three students. Boardmember Ward said you haven't had to use any sort of overflow parking in the past. Mr. Jacobs said one time we hosted a conference and we coordinated with the Town for permission to park in the parking lot by the gazebo, but that was one time in 10 years.

Mr. Atkinson said in my opinion I do not think a Public Hearing would be required for this because of the fact that there doesn't appear to be any issues as far as parking of use as long as the Village Board has determined that the use is adequate, we can move forward. Mr. Folchetti said as the Planning Board you are entitled to waive under your own Code and the Village Code section 725, you can waive any portion of Site Plan approval that you deem appropriate and you can do that by a motion. He said you can add a condition that there would be no more than X students or cap of a certain number of students and would be subject to Site Plan review if they go past that number.

Chairman Lowell said in the event that exterior changes or additions happen that would require them to come back. Mr. Folchetti said you have a design plan with a date on it so what you want is the date and name of the plan and you waive Site Plan with respect to that plan with a condition that any increase in attendance over X number of students requires further Planning Board review.

Boardmember Ward said the Building Department will address the interior changes and if there is a need to go to outside agencies the Building Department would be responsible for that, correct? The building permit/certificate of occupancy would encompass any other approvals necessary, said Mr. Folchetti.

Mr. Folchetti said is the Board ready to entertain a motion I can recite and can be adopted. The Board confirmed they are ready to go ahead. Mr. Folchetti said the motion would be to waive Site Plan approval for the site plan drawing for 571 North Main Street SY1 dated 5/22/20 by Nixon Architects with the condition that Site Plan approval is waived pursuant to Village Code Section 182-1a2 with a maximum number of 50 students. If that is good, he said, you can move to adopt the Resolution as stated.

Boardmember Ward made a motion to adopt the Resolution as stated by our Village Planning Board Counsel, seconded by Boardmember New and passed by a roll call vote of 3 to 0.

The minutes of the June 16, 2020 Planning Board meeting were not approved and will be held over to the July 21, 2020 meeting.

Boardmember Ward made a Motion to adjourn the meeting, seconded by Boardmember New, and passed all in favor.

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**RESOLUTION OF THE  
PLANNING BOARD OF THE VILLAGE OF BREWSTER  
JUNE 30, 2020**

**571 N. MAIN STREET  
TM #56.19-2-8  
DETERMINATION WAIVING SITE PLAN APPROVAL**

**RESOLVED**, THAT THE VILLAGE OF BREWSTER PLANNING BOARD HEREBY DETERMINES PURSUANT TO VILLAGE CODE §182-1(A)(2) THAT THE PROPOSED SITE PLAN APPLICATION IS HEREBY GRANTED A WAIVER OF THE TERMS, CONDITIONS AND REQUIREMENTS OF SITE PLAN APPROVAL OTHERWISE REQUIRED UNDER THE VILLAGE OF BREWSTER, CONDITIONED UPON THE STUDENT ENROLLMENT IN THE PROPOSED SCHOOL FACILITY NOT EXCEED FIFTY (50) STUDENTS.

**BE IT FURTHER RESOLVED** THAT THIS RESOLUTION SHALL HAVE AN EFFECTIVE DATE OF JUNE 30, 2020.

**PLANNING BOARD  
VILLAGE OF BREWSTER**

  
CHAIRMAN

7-1-2020  
DATED:

*THIS RESOLUTION WAS THEREUPON DULY ADOPTED*